

ICS EXAMINATIONS

LOCATION: ACCRA
EXAMINATION CENTRE: RMU
EXAMINATION CENTRE CODE: A2
ADMINISTRATOR: EXAMS UNIT

DATE: MONDAY, 2ND NOV. TO THURSDAY 12TH NOV, 2015

REPORT

Background: The Regional Maritime University, Accra, Ghana, was selected as the centre for the ICS November 2015 examinations. This was the maiden hosting of such an important examination; and for that matter there was much attention as usual to minimize errors even if they ever occur. Communication between the ICS educational advisor, Maria Persad and the Regional Maritime University (RMU) organizer, Ebenezer Lamptey enhanced the initiation of the process for the start and finish of the examinations

Pre-examination activities: The ICS examinations documents were received on the 27th October, 2015, checked and kept in secured custody at the university. Venue for the examinations was then identified with permission from the university authorities. Timetables and guide to students were also released to the candidates on the 28th of October, 2015. There was a visit by the Education and Training Coordinator of the West Africa Branch, Gertrude Adwoa Ohene Asienim to observe preparatory activities prior to the start of the examinations.

During the examinations: The examination began on Monday 2nd November, 2015 through to Thursday 5th November, 2015; and then on Wednesday 11th to Thursday, 12th November, 2015. The observed activities that took place have been discussed under the following sub-headings:

- i. **Reporting:** All candidates reported early, at least 30 minutes before start of examinations for each day and session. Examinations began as scheduled on each day with no late arrival recorded.
- ii. **Centre:** The examinations were held at a very cozy air-conditioned noise-proof room/centre. Candidates were provided every comfort they needed during the examinations including drinking water per person daily. This enhanced the concentration of the candidates.
- iii. **Seating plan:** The invigilators took an advantage of the small number of candidates and kept them apart (more than 1.5m) as stipulated by the ICS regulations.
- iv. **Invigilation:** Due to the sensitive nature of ICS examinations the invigilation of the examinations was done by the RMU examinations committee member and closely monitored by the RMU examinations coordinator.

- v. **Comportment:** The candidates, both individually and collectively, were of high caliber and demonstrated high level of individualism during the examinations
- vi. **Cordiality:** Both candidates and the invigilators related cordially during each exam such that communication and instructions were clearly adhered to.
- vii. **Attendance:** Attendance was generally good. There were, however, a few absentees. Though some candidates were absent, no excuses were received by the local examination administrators, here in RMU, except in the case of Iwuchukwu Jonathan (41847).
Candidate number 38573 appeared three (3) times being the highest number of appearances whilst the subject, Shipping Business and Offshore Support Industry, recorded highest registration of 8 candidates each. The highest examinee attendance was in Offshore Support Industry with attendance six (6), while Port Agency, and Shipping Business both recorded 5 attendance each with Shipping Business recording 3 absentees.
Men participated in all subjects whereas females took papers in Port Agency; Shipping Business; Ship Operations; Tanker Chartering and Offshore Support Industry. A total of 10 absentees were recorded involving 4 candidates in 6 subjects. In all there were 36 appearances involving 22 candidates who participated in 11 subjects with 6 of them being females and 16 males (see tables 1 & 2 attached).
- viii. **Visits:** During examinations, the centre was visited by **Fred A. Dartey** to monitor the conduct and progress of the examinations.
- ix. **Examinations materials:** The materials provided were adequate and clear. No errors, be it typographical or content, were observed. However, there were two occasions where a candidate used two answer booklets during examinations. This accounted for the shortage of answer folders on returns sheet. See table below

Material	Total provided	Used	Unused
Question papers	57	36	21
Answer booklets	70	38	32

- x. **Special occurrence:** There was a change of Tanker Chartering examinations questions just moments to the start of the examinations on Wednesday 11th November, 2015. The rejected set was included for your perusal. The examination, however, was uninterrupted.
- xi. **Suggestions:** The examinations committee would like to make the following suggestions.
 - a. The ICS should generate and print a Unique Photo Id Cards for all candidates to make identification very uniform

b.A page should be provided in the instructor booklet for indicating the type of ID provided by the candidate and its serial numbers.

Table 1: Summary of attendance at ICS Examinations hosted by RMU

Date	Subject	Candidates registered	Candidates present	Candidates absent
2-Nov-2015	LINER TRADES	1	1	0
	PORT AGENCY	5	5	0
3-Nov-2015	INTRODUCTION TO SHIPPING	5	4	1
	SHIPPING BUSINESS	7	5	2
4-Nov-2015	ECONOMICS OF SEA TRANSPORT & INTERNATIONAL TRADE	3	2	1
	LEGAL PRINCIPLES	4	4	0
5-Nov-2015	SHIP OPERATIONS & MANAGEMENT	6	3	3
	SHIP SALE & PURCHASE	2	2	0
11-Nov-2015	DRY CARGO CHARTERING	Nil	Nil	Nil
	TANKER CHARTERING	4	3	1
12-Nov-2015	OFFSHORE SUPPORT INDUSTRY	8	6	2
	PORT & TERMINAL MANAGEMENT	1	1	0
		46	36	10

Table 2: ATTENDANCE TRACKER

DAY	SUBJECT	INDEX #	MODE OF IDENTIFICATION	SERIAL # OF ID	ABSENTEES	
MONDAY 2-NOV-2015	LINER TRADES	40255	DRIVER LICENCE			
	PORT AGENCY	34869	DRIVER LICENCE			
		38454	DRIVER LICENCE			
		40616	VOTER ID			
		40618	VOTER ID			
		42221	PASSPORT GH			
TUESDAY 3-NOV-2015	INTRO TO SHIPPING	37203	VOTER ID	C110606	41847	
		40618	VOTER ID	F321703		
		41450	DRIVER LICENCE	08053784439		
		42221	PASSPORT	G0830390		
	SHIPPING BUSINESS	38573	PASSPORT	A02370570	13795	
		40833	PASSPORT	A05859037	41032	
		40838	DRIVER LICENCE	07034394359		
		41452	DRIVER LICENCE	AC071482		
42627	PASSPORT	G0477384				
WEDNESDAY 4-NOV-2015	ECONOMICS OF SEA TRANSPORT & INTERNATIONAL TRADE	38573	PASSPORT	A02370570	13795	
		40897	VOTER ID	C121905		
	LEGAL PRINCIPLES	33361	PASSPORT	A02110524		
		37274	VOTER ID	C050701		
		38454	DRIVER LICENCE	G1K78410		
		40897	VOTER ID	C121905		
	THURSDAY 5-NOV-2015	SHIP OPERATIONS & MANAGEMENT	40833	PASSPORT	A05859037	13795
			37363	PASSPORT	01561820	27254
40838			DRIVER LICENCE	AC071482	41032	
SHIP SALE & PURCHASE		37274	VOTER ID	C050701		
		38573	PASSPORT	A02370570		
WEDNESDAY 11-NOV-2015	DRY CARGO CHARTERING	NO EXAMINATION				
	TANKER CHARTERING	23232	VOTER ID	C141502	41847	
		38359	PASSPORT	A03124036		
		38493	PASSPORT	H2101880		
THURSDAY 12-NOV-2015	OFFSHORE SUPPORT INDUSTRY	23232	VOTER ID	C141502	13795	
		27254	PASSPORT	A05537380		
		37203	DRIVER LICENCE	GIJ 29613		
		38476	PASSPORT	A06344394		
		40897	VOTER ID	C0121905		
	41450	DRIVER LICENCE	EKY62826	42627		
PORT & TERMINAL MANAGEMENT	38359	PASSPORT	A03124036			